

December 11, 2006

California Environmental Protection Agency
Unified Program Section
1001 "I" Street, 2nd Floor
Sacramento, CA 95812
Attention: Kareem Taylor

**SUBJECT: Quarterly Update / Response to Evaluation Summary of Findings –
City of Glendale, Fire Department / Environmental Management Center**

Background Information

CUPA: Glendale City Fire Department

Date of Evaluation: March 15, 2006

State Evaluation Team

Cal/EPA Team Leader: Kareem Taylor

DTSC Evaluator: Tom Asoo

Deficiencies and Corrective Actions Status Report

1. **Deficiency:** The Self-Audit did not include all the elements in a more descriptive and narrative fashion.

July 24, 2006 Update: Our annual summary report did include a list of deficiencies with a plan of correction and/or a status update. The copies of annual reports (Report 1-6) have been reported to the State on a timely fashion. However, the remaining items such as activities related to single fee system, making the Unified Program consistent, fee accountability and new ordinances were left out since there were no changes. For the 2005-06 Self-Audit report, the Glendale CUPA will make sure that all required elements are discussed in a narrative format regardless the lack of any new changes in any activity during that period.

September 18, 2006 Update: We are in process of completing the 2005-06 self-audit report in accordance with state guidelines. The final report will be available for evaluation by September 30, 2006.

December 11, 2006 Update: The 2005-2006 self-audit report was completed. A copy will be attached for your review and comment.

Cal/EPA 3rd Response: This deficiency has been corrected.

- 2. Deficiency:** The CUPA is not inspecting HMRRP facilities once every three years.

July 24, 2006 Update: Presently the Glendale CUPA is in full force with respect the number of Inspectors. The 2005-06 inspection number is looking very promising and will surpass all our expectations.

September 18, 2006 Update: We are in process of completing the 2005-06 self-audit reports in accordance with state guidelines. The final report will be available for evaluation by September 30, 2006 and will include Forms 1-6. The 2005-06 inspection numbers are looking very promising and will surpass all our expectations.

December 11, 2006 Update: The 2005-2006 self-audit report was completed. A copy will be attached for your review and comment.

Cal/EPA 3rd Response: The CUPA is making progress towards correcting this deficiency. The CUPA has a 29% inspection rate for HMRRP routine inspections in FY 05/06. Cal/EPA would like to see a 33% inspection rate for FY 06/07 and all subsequent FYs. Please update Cal/EPA on the status of this deficiency in the next status report.

- 3. Deficiency:** The CUPA is not inspecting Hazardous Waste Generators once every three years.

July 24, 2006 Update: Same response as number 2 above.

September 18, 2006 Update: We are in process of completing the 2005-06 self-audit report in accordance with state guidelines. The final report will be available for evaluation by September 30, 2006 and will include Forms 1-6. The 2005-06 inspection numbers are looking very promising and will surpass all our expectations.

December 11, 2006 Update: The 2005-2006 self-audit report was completed. A copy will be attached for your review and comment.

Cal/EPA 3rd Response: This deficiency has been corrected.

- 4. Deficiency:** The CUPA documents return to compliance upon re-inspection facilities, however, certification of return to compliance from the facilities found to have minor violations is not obtained.

July 24, 2006 Update: Presently, the Glendale Fire CUPA is in process of updating and upgrading our database and various report formats available for Inspectors. The new format will include a separate area for businesses to certify their return to compliance and be able to mail the form back to CUPA.

September 18, 2006 Update: Final draft was approved and sent to graphics for printing.

December 11, 2006 Update: A copy was sent with our September 18, 2006 update.

Cal/EPA 3rd Response: Immediately, please fax or email to Cal/EPA a copy of a signed certification of Return to Compliance received within the last 10 months from a facility cited for a minor violation. The CUPA may also send a reinspection report (with the initial inspection report) demonstrating Return to Compliance.

5. **Deficiency:** The CUPA is not always detailing observations made at the facility and the factual basis for alleging those violations in the inspection reports. During the file, I observed inspection reports that only listed the general corrective measure.

July 24, 2006 Update: Presently, the Glendale Fire CUPA is in process of updating and upgrading our database and various report formats available for Inspectors. The new inspection form will have a "Comment" field immediately next to the violation description field where the Inspector will have ample space to describe the violation in detail and even suggest certain remedies to resolve the situation properly and diligently.

September 18, 2006 Update: The new inspection form has been delayed due to contract / P.O. delays. However, Inspectors are using existing format to detail their observations made at the facility in the inspection report.

December 11, 2006 Update: Inspectors are using existing format to detail their observations made at the facility in the inspection report. A sample was sent with our September 18th. update.

Cal/EPA 3rd Response: This deficiency has been corrected; however, DTSC recommends more descriptive details in the CUPA's inspection reports.

6. **Deficiency:** The CUPA is not taking formal enforcement actions on cases where Class I hazardous waste violations are identified. Annual Summary Reports identified Class I violations that were not followed up with a formal enforcement action.

July 24, 2006 Update: Conducted in-house training for Inspectors to reinforce their knowledge regarding "Formal Enforcement Action" and Class I violations. At the same time, each Inspector received a copy of our Enforcement Policy and associated paperwork required for pursuing a formal enforcement action.

September 18, 2006 Update: Deficiency corrected

December 11, 2006 Update: Deficiency corrected

Cal/EPA 3rd Response: Has the CUPA initiated formal enforcement on a facility cited for Class 1 violations within the last 10 months? If so, please

fax or email an inspection report, letters and other documentation that demonstrate that formal enforcement has been taken.

7. **Deficiency:** The CUPA is ensuring that PBR facilities are submitting their annual notification form to the CUPA; however, acknowledgement/reauthorization letter issued to the PBR facility for their onsite treatment activity was not found.

July 24, 2006 Update: This specific violation was negligence on the Inspector part since the Glendale CUPA has all required generic letter and forms that could be used by the staff to notify the business owner. The Inspector received in-house training and review of policy and procedures dealing with Tiered Permitting facilities.

September 18, 2006 Update: Deficiency corrected

December 11, 2006 Update: Deficiency corrected

Cal/EPA 3rd Response: This deficiency has been corrected.

8. **Deficiency:** The CUPA is not always providing an inspection report to the business within 65 days of completing a hazardous waste generator inspection. During the file review, when facility inspection occurred and there were no violations observed, inspection reports were not developed. Facilities did not receive an inspection report.

July 24, 2006 Update: Inspectors were contacted and informed about this deficiency. At this point, when a facility inspection takes place, an inspection report is generated whether or not a violation was observed or not.

September 18, 2006 Update: Deficiency considered corrected.

December 11, 2006 Update: Deficiency corrected

Cal/EPA 3rd Response: This deficiency has been corrected.

The next status report is due March 12, 2007.

Should you have any questions regarding this report, please feel free to call me at (818)548-3898 or e-mail me at vdemirjian@ci.glendale.ca.us

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